



# Report of Technical Review Committee

Docket #: PC 2006-026 & 027 Project Type: Site Development Plan Date of Report: 4/26/2006  
Project: Main Street Shoppes, Phase 1 & 2  
Project Description: located on the south side of Main Street, west of Emerson on the east side of Intown Suites Motel. Former Hardee's Restaurant building will be demolished. the Village Pantry on the corner will remain and is not part of this project.  
Waivers: PC: landscaping  
Engineer: True North Surveying Representative(s): Troy Terew

## TRC Members Present

Planning:  
Ed Ferguson  
Deborah Luzier  
Lowell Weber

Engineering:  
Paul Peoni  
Kevin Riddle

Fire Department:  
Rodney Johnson

Other:  
Keith Meier - Sanitation  
Diana Mercer – Indiana American Water  
Thane Morgan – Trails Advisory Board  
Greg Wilhelm - REMC

## Minutes:

Terew introduced project. The project is designed for retail development. Drainage goes to the southwest. Have letters of intent for drainage easements with surrounding properties.

Ferguson noted that stacking needs to be shown for the drive-up window on the north side of the Phase 2 building. Note that traffic directional signs will be needed.

Mercer said that she did not receive plans yet.

Ferguson said that a path was required on Main Street and Emerson Avenue. Morgan asked if there will be trail connections to the corner in some way. Having people bike/walk through the parking lot of this site is undesirable. Ferguson mentioned that there is not space on the Village Pantry lot for a pathway. Any pathways need to be within the right-of-way. Terew said that they would replace the four-foot sidewalk with an eight-foot pathway on the plans.

Ferguson asked that Terew clarify the common area versus the access easements on the plat. The original plat showed an easement and the amended plat shows common area, but the covenants only address an access easement. Terew said the amendment is incorrect and asked if they could do a plat amendment to change the common area into an access easement and reduce it from 36 feet to 30 feet. Luzier said that it may be possible to do a scrivener's error to re-label the existing lines, but moving the lines would require a plat amendment, requiring that they go back through the platting process. Ferguson agreed that they would need to start the platting process over if they wanted to do that, putting the site plan on hold. Terew said that they didn't bring the last plat amendment back to the Plan Commission for review. Luzier mentioned that it might be easier to re-plat the lot and remove all of the parcel lines, making this into one big lot for development. Terew said that they didn't want to do this because then they would have to comply with the Overlay District setbacks.

Ferguson asked if they would be constructing the buildings all at once. Terew said that they would.

Ferguson said that the 10-foot access easement that the Intown Suites uses to share the driveway on Main Street needs to be shown.

Peoni said that notes were needed on the cover sheet for "responsibility" and "pre-construction meetings". He said that an access easement was needed on the east side of the property (parallel with Emerson) so that the property to the south could continue to share access. Environmental stamps are needed on the storm sewer castings.

Riddle added that right-of-way details were needed for both phases of the project.

Peoni said that a drainage easement is needed for the pond so that proper access from the golf course and Intown Suites is in place. Ferguson added that this should improve the current drainage in this area.

Luzier suggested that the Village Pantry site be shown on the existing-conditions-sheet so that internal circulation

could be reviewed.

Peoni said that a drainage easement is needed at the southwest corner of the Village Pantry site to address the outlet. Curbing is required along the east sides of the parking areas in both phases. The accel taper along Emerson need to be lengthened and the decal taper along Emerson needs to be shortened (so it doesn't interfere with the Main-Emerson intersection. Furthermore, the required taper lengths are measured from the radius – not the center of the driveways.

Peoni added that an easement for the pathway along Emerson is needed since it is outside of the right-of-way. The pathway along Main Street needs to cut through any driveway medians and curbs that it crosses. Handicap ramps need to be shown for the pathways. The median in the center of the driveway accessing Main Street needs to be extended further south to prevent traffic from making a sharp left turn once they leave Main Street.

Peoni asked that more off-site information be shown on the plans for drainage, especially to the west. Pond contours need to be shown, spot elevations shown, and pond outlet details added. Riddle added that the legends are incorrect and need to be updated.

Ferguson asked that revised plans be submitted for review before the Plan Commission meeting.

Motion to approve comments by Weber, second by Peoni. Motion passes unanimously.

The Technical Review Committee, having reviewed the above plat/plans and related documents, makes the following report:

That the Plat and/or Plans have been prepared in accordance with the terms of the SUBDIVISION CONTROL, STORMWATER DRAINAGE AND ZONING ORDINANCES

With the following conditions:

- 1) Inspection agreement, performance guarantees, and dedications shall be executed with the BPWS prior to issuance of land alteration permit.
- 2) Sewer Availability Fee (SAF) shall be paid prior to issuance of building permit.
- 3) Sanitary sewer plans shall be subject to review and approval by outside city consultant.
- 4) Plans shall note that the developer is responsible for completing all improvements in compliance with city standards and ordinances and the project engineer is responsible for design of all improvements in compliance with city standards and ordinances.
- 5) Landscape plans shall be subject to revision as per written staff report.
- 6) All written comments listed in Fire Department's report shall be met. (attached)
- 7) The height and location of any building or other structure located within the boundaries of the Greenwood Airspace Zoning District shall be reviewed and approved by the Federal Aviation Administration (FAA); by the Division of Aeronautics, Indiana Department of Transportation; and by the Greenwood Board of Aviation Commissioners prior to the issuance of an improvement location permit (i.e. building permit).
- 8) Plan Notes: Add "responsibility" note and "pre-construction meeting" notes to cover sheet
- 9) Ingress-Egress
  - a. Notes shall be placed on the plans to clarify that the area designated as "Common Area A" on the plat is in reality part of the shared ingress-egress easement and is not a separate parcel (i.e. it is actually part of the platted lots, not a separate common area parcel).
  - b. Both buildings and the parking spaces in Phase 1 shall be moved southward so as to be outside the boundaries of the shared ingress/egress easements that runs east-west through the center of the plat.
  - c. Ingress and ingress easement shall be provided for the existing north/south drive to the property to the south.
  - d. Accel lane shall be 100 feet long per ordinance, measured from the radius point

10) Site Circulation

- a. Directional signage shall be installed to guide customers to drive-up windows (if drive-up windows are actually installed on any of the buildings)
- b. Add curb to east edge of parking lots on both lots

11) Drainage

- a. On-site and off-site drainage easements shall be finalized and recorded prior to the issuance of a Land Alteration Permit.
- b. Drainage plans and calcs subject to City Engineer review and approval.
- c. Plans shall show drain pipe onto southwest corner of Village Pantry lot to provide positive drainage outlet
- d. Add the remainder of the drainage improvements on the Intown Suites lot to demonstrate the positive outlet to Main Street
- e. Add more spot elevations around the perimeter of the site
- f. Label contours around detention pond. Add spot elevations with the detention pond
- g. add plan profile sheet for storm sewers and inlets
- h. Storm castings shall have “enviro friendly” stampings

12) Sidewalks

- a. Provide sidewalk easement along Emerson avenue right-of-way to accommodate portion of pathway outside the right-of-way
- b. show handicap ramps where sidewalks cross driveways